



BID NO.: 8216-0/18

OPENING: 2:00 P.M.
Wednesday
March 13, 2013

MIAMI-DADE COUNTY, FLORIDA

**I N V I T A T I O N
T O B I D**

TITLE:

LANDFILL GAS CONTROL SYSTEMS SERVICES

FOR INFORMATION CONTACT:

Maria Hevia, 305-375-5073, MHevia@miamidade.gov

IMPORTANT NOTICE TO BIDDERS:

- **READ THIS ENTIRE DOCUMENT, THE GENERAL TERMS AND CONDITIONS, AND HANDLE ALL QUESTIONS IN ACCORDANCE WITH THE TERMS OUTLINED IN PARAGRAPH 1.2(D) OF THE GENERAL TERMS AND CONDITIONS.**
- **FAILURE TO SIGN BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID NON-RESPONSIVE**

**MIAMI-DADE COUNTY
INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT DIVISION**



MIAMI-DADE COUNTY, FLORIDA

INVITATION TO BID

Bid Number: 8216-0/18

Bid Title: LANDFILL GAS CONTROL SYSTEMS SERVICES

Procurement Officer: Maria Hevia, CPPB

Bids will be accepted until 2:00 p.m. on March 13, 2013

Bids will be publicly opened. The County provides equal access and does not discriminate on the basis of disability in its programs or services. It is our policy to make all communication available to the public, including those who may be visually or hearing impaired. If you require information in a non-traditional format please call 305-375-5278.

Instructions: The Clerk of the Board business hours are 8:00am to 4:30pm, Monday through Friday. Additionally, the Clerk of the Board is closed on holidays observed by the County. Each Bid submitted to the Clerk of the Board shall have the following information clearly marked on the face of the envelope: the Bidders name, return address, Bid number, opening date of the Bid and the title of the Bid. Included in the envelope shall be an original and two copies of the Bid Submittal, plus attachments if applicable.

All Bids received time and date stamped by the Clerk of the Board prior to the bid submittal deadline shall be accepted as timely submitted. The circumstances surrounding all bids received and time stamped by the Clerk of the Board after the bid submittal deadline will be evaluated by the procuring department, in consultation with the County Attorney's Office, to determine whether the bid will be accepted as timely.

NOTICE TO ALL BIDDERS:

- **FAILURE TO SIGN THE BID SUBMITTAL FORM WILL RENDER YOUR BID NON-RESPONSIVE.**
- **THE BID SUBMITTAL FORM CONTAINS IMPORTANT CERTIFICATIONS THAT REQUIRE REVIEW AND COMPLETION BY ANY BIDDER RESPONDING TO THIS SOLICITATION.**

**MIAMI-DADE COUNTY
INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT DIVISION**

SECTION 1
GENERAL TERMS AND CONDITIONS

LANDFILL GAS CONTROL SYSTEMS SERVICES

All general terms and conditions of Miami-Dade County Procurement Contracts for Invitations to Bid are posted online. Persons and Companies that receive an award from Miami-Dade County through Miami-Dade County's competitive procurement process must anticipate the inclusion of these requirements in the resultant Contract. These standard general terms and conditions are considered non-negotiable subject to the County's final approval.

All applicable general terms and conditions pertaining to this solicitation and resultant contract may be viewed online at the Miami-Dade County Procurement Management website by clicking on the below link:

<http://www.miamidade.gov/procurement/library/general-terms-and-conditions-itb.pdf>

SECTION 2
SPECIAL CONDITIONS

LANDFILL GAS CONTROL SYSTEMS SERVICES

2.1 PURPOSE:

The purpose of this solicitation is to establish a contract for the operation and maintenance services for the South Dade Landfill Gas Control System, North Dade Landfill Gas Control System and other facilities in conjunction with the needs of Miami-Dade County's Public Works and Waste Management Department, on an as needed when needed basis.

2.2 TERM OF CONTRACT:

This contract shall be for sixty (60) months and commence on the first calendar day of the month succeeding approval of the contract by the Board of County Commissioners, or designee, unless otherwise stipulated in the Notice of Award Letter which is distributed by the County's Procurement Management Division, and contingent upon the completion and submittal of all required bid documents. The contract shall expire on the last day of the last month of the contract term.

2.4 METHOD OF AWARD:

Award of this contract will be made to the responsive, responsible bidder who submits an offer on all items listed in the solicitation, whose offer represents the lowest price when all items are added in the aggregate and who meets the minimum qualifications set forth in this solicitation. If a bidder fails to submit an offer on all items, its overall offer may be rejected.

Minimum Qualifications as follows:

- a. Bidder must submit two (2) references with its bid submittal form. The references must be customers to whom the bidder has provided landfill gas control systems and services within the past five (5) years. Bidder must include the customer's company name, name, title, address, telephone and facsimile number of the contact person. These references shall ascertain to the County's satisfaction that the bidder has sufficient experience. The County, at its sole discretion, may choose to request additional information in order to assess bidder responsibility.
- b. Bidder must submit with the bid submittal form the resume of an Operator/Technician proposed to render the routine services as specified herein, which must have a minimum of three (3) years experience in landfill gas system operation and maintenance. The technician must have an e-mail address and cellular phone for routine correspondence and communication with the County.

Bidder shall submit all the specified information, documents and attachments as proof of compliance to the minimum qualification requirements. The County reserves the right to verify the information submitted by the bidder and to request additional information, as it deems necessary to ascertain the bidders' conformance to the minimum qualification requirements.

SECTION 2
SPECIAL CONDITIONS

LANDFILL GAS CONTROL SYSTEMS SERVICES

2.5 PRICING:

The initial contract prices resultant from this solicitation shall prevail for a one (1) year period from the contract's initial effective date. The County may consider an adjustment after the first year, to be effective each anniversary date of the contract. The pricing adjustment shall not be in excess of the increase reflected on the latest Consumer Price Index (CPI) for All Urban Consumers, All Items, Miami and Ft. Lauderdale Area. It is the successful bidder's responsibility to request any pricing adjustment under this provision. For any adjustment to be effective it must be submitted ninety (90) days prior to the expiration of the then current anniversary date/year. Any adjustment received after ninety (90) days from the expiration of the then current date/year may not be considered. The County reserves the right to reject any price adjustments submitted by the successful bidder. If no adjustment request is received, the County will assume that the successful bidder has agreed that the next year term will be without any price adjustment.

It shall be further understood that the County reserves the right to reject any price adjustments submitted by the bidder, and/or to terminate the contract with the bidder based on such price adjustments.

Should the relevant pricing index report a decline in the inflation rate, the County shall have the right to adjust prices downward to reflect the index change. The downward adjustment shall not be in excess of the relevant pricing index change.

2.6 WALK-THRU TOUR (RECOMMENDED)

Prior to submitting its offer it is advisable that prospective bidders visit the sites of the proposed work and become familiar with any conditions which may in any manner affect the work to be done or affect the equipment, materials and labor required. The bidder is also advised to examine carefully any drawings and specifications and to become thoroughly aware regarding any and all conditions and requirements that may in any manner affect the work to be performed under the contract. No additional allowances will be made because of lack of knowledge of these conditions.

A walk-thru tour will be held on, Tuesday, February 26, 2013 at, 10:00 AM, address: South Dade Landfill, 23707 SW 97th Avenue, Gate A, and at 2:00 PM at North Dade Landfill, 21500 NW 47th Avenue.

2.6 CONTACT PERSON

For any additional information regarding the terms and conditions of this solicitation and resultant contract, contact: Maria Hevia at (305) 375-5073 or via e-mail at Mhevia@miamidade.gov.

2.7 QUESTION DEADLINE

Questions pertaining to this solicitation must be received no later than **March 11, 2013.** Questions should specifically reference the section of the solicitation to which the question pertains.

SECTION 2
SPECIAL CONDITIONS

LANDFILL GAS CONTROL SYSTEMS SERVICES

2.8 COMPLIANCE WITH FEDERAL STANDARDS

All services to be purchased under this contract shall be in accordance with all governmental standards, to include, but not limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA).

2.9 SERVICES MAY BE ADDED AND FACILITIES MAY BE ADDED OR DELETED

It is hereby agreed and understood that similar or additional services may be added to this contract at the County's option. It is also agreed and understood that the County may add or delete facilities to this contract at the County's option. Bidder(s) under this contract shall be invited to submit price quotes for these additional services and/or facilities. If these quotes are determined to be fair and reasonable, then the additional work will be awarded to the current contract bidder(s) that offers the lowest acceptable pricing

The County may determine to obtain price quotes for the additional services from other bidders in the event that fair and reasonable pricing is not obtained from the current contract bidders, or for other reasons at the County's discretion.

SECTION 3
TECHNICAL SPECIFICATIONS

LANDFILL GAS CONTROL SYSTEMS SERVICES

3.1 INTRODUCTION/BACKGROUND

The purpose of this solicitation is to put a contract in place to provide Landfill Gas (LFG) Services necessary to fulfill the requirements of the County's Title V Air Permits, Mandatory Greenhouse Gas Monitoring and related regulations, permits and its contractual obligations to supply LFG as fuel for electric energy production. The services to be provided under this contract include: operation, maintenance, regulatory and operational monitoring, regulatory testing and reporting, LFG system expansion, repair and rehabilitation of the systems as required by federal, state and local air quality permits, or operational needs as requested by the County. The services to be provided under this contract also include maintenance and repair of perimeter probes. The services will be rendered at four (4) specific landfill sites specified below and may be amended from time to time in order to comply with any changes to the related regulations, rules, and permit requirements or operational needs.

South Dade Landfill – 23707 SW 97th Avenue, Goulds, Florida 33032

The South Dade Landfill (SDLF) has an active LFG system and a flare which is equipped with an auto-dialer to alert the successful bidder's Operator/Technician that a malfunction has occurred. This site has approximately 210 acres of disposal area distributed among five discrete cells (Cells 1-5). Cells 1 through 3 (approximately 110 acres) are closed in accordance with Florida Department of Environmental Protection (FDEP) regulations. Cell 4 (approximately 50 acres) is active and Cell 5 (approximately 50 acres) is under construction. The site may receive both Class I and Class III Municipal Solid Waste (MSW). At this site, LFG is extracted from the waste through a series of approximately 59 vertical wells (Cells 1-3) and 10 wellheads (Cell 4) for the horizontal collectors to which a vacuum is applied. The LFG system also includes condensate collection points that are connected to wells that receive condensate and discharges the condensate into the leachate system. The number of well heads and well types may increase as needed by the County. The vast majority of the piping systems are constructed out of either PVC or HDPE. Extracted LFG is to be directed, in order of priority, 1) to a planned electric generating facility, 2) gas compression station and transmission pipeline to an adjacent County facility, 3) a central flaring station or similar system for destruction or any combination of these. The flare, controls, pumps, compressors, blowers and recording instrumentation are located in a central location while the wells, condensate piping, service air piping and gas collection and transmission piping systems are located on the closed and active areas of the landfill and at adjacent facilities. The site has fourteen (14) gas monitoring probes along its boundary to assess gas migration.

North Dade Landfill – 21400 NW 47th Avenue, Miami, FL 33055

The North Dade Landfill (NDLF) also has an active LFG system and a flare which is equipped with an auto-dialer to alert the successful bidder's Operator/Technician that a malfunction has occurred. NDLF has approximately 200 acres of disposal area distributed among two contiguous, but discrete cells (East Cell and West Cell). The West Cell is closed in accordance with FDEP regulations and the East Cell is active. The site receives Class III MSW. This active gas system extracts LFG from the waste through a series of 136 vertical wells to which a vacuum is applied. The vast majority of the piping systems are constructed out of either PVC or HDPE. Extracted LFG is directed, in order of priority, to: a planned electric generating facility and a central flaring station or similar system for destruction. The site has twelve (12) gas monitoring probes along its boundary to assess gas migration. The flare, controls, pumps, compressors, blowers and recording instrumentation are located in a central location while the wells, condensate piping, service air piping and gas collection and transmission piping systems are located onsite at both the closed and active areas of the landfill.

SECTION 3
TECHNICAL SPECIFICATIONS

LANDFILL GAS CONTROL SYSTEMS SERVICES

NW 58th Street Landfill and Old South Dade Landfill

The NW 58th Street Landfill (58th Street) and Old South Dade Landfill (OSDL) are closed in accordance with FDEP regulations. The 58th Street landfill has a passive LFG system in which LFG vents through passive devices such as standpipes and the landfill cover system. The 58th Street site has seven (7) perimeter gas monitoring probes. OSDL has no passive LFG system, but it does have twenty (20) perimeter gas monitoring probes.

3.2 ROUTINE SERVICES

A. Active Landfill Gas System Operations, Maintenance and Monitoring

The successful bidder shall prepare and submit to County's Project Manager (PM) a site specific Health and Safety Plan for each site prior to commencement of activities under this solicitation. The successful bidder shall also provide all labor, administrative support, transportation, tools, materials (i.e., propane, lubricants, pads, and filters, etc.), and equipment necessary, to perform routine operation, monitoring, calibration, regulatory reporting and preventative maintenance and minor repairs of the following elements collectively referred to as the LFG System:

1. Enclosed flare or similar system and gas moving and monitoring equipment at both the SDLF and NDLF.
2. Gas extraction system (wells, horizontal collectors, well heads, collection piping, extraction blowers, and condensate system).
3. Gas transmission system which includes, but is not limited to, compression station and equipment, piping, meters, monitoring equipment, and other equipment up to the Customer Delivery Point, which is defined as the metering station at the electric generating facilities, and gas extraction systems at both the NDLF and SDLF.
4. Perimeter gas probe and surface monitoring and reporting, as applicable to all sites.

The successful bidder is to provide such services and be onsite at least once per week at both the SDLF and NDLF during the hours of 7:00 AM to 5:30 PM, Monday through Friday, which are considered as part of the Routine Services, unless a different time period is authorized by the County's PM. The successful bidder must file its planned schedule with the County's PM prior to commencement of services rendered under this solicitation. This schedule may be changed from time to time with the prior approval of the County's PM. Additionally, the successful bidder shall be available for routine meetings on-site, via teleconference, or at the County's offices during regular work hours as requested by the County.

Routine activities are listed in the following Table 1 and are considered part of the Routine Service and hence are included in the monthly service fee. These services are to be performed at frequencies stated herein and may be amended from time to time by mutual agreement of the County and the successful bidder in order to conform with permit requirements, customary industry practices, or in response to site specific or regulatory conditions. At the minimum, all equipment should be maintained in accordance with the manufacturer's recommendations. The successful bidder shall submit to the County monthly service records with the invoices.

SECTION 3
TECHNICAL SPECIFICATIONS

LANDFILL GAS CONTROL SYSTEMS SERVICES

Table 1. Routine Services - Active Gas Systems

ACTIVITY	FREQUENCY
Flare/ LFG Distribution System Operation Check	Each Visit
Well field operation check, tuning & balancing including flow, O2, temperature, gas quality and minor maintenance. All above includes condensate collection systems and special related well(s).	Each Visit (Entire Well field Tuning Completed Monthly)
Recorder Chart/Data Loggers	Weekly
Operational data summary reports including flare log, well field log, downtime log, flare outage reports, and related SSM Plan.	Daily, Monthly, Quarterly, Semiannually, and as requested by the PM
Flare Testing	As needed
NSPS & GHG Reporting	Annually
Preventative Maintenance	Table 2
Hurricane Preparations	As needed
Coordination with County staff, County consultants and Regulators	As needed
Surface gas scanning and perimeter probe monitoring and respective reports	Quarterly
Semi-annual Monitoring Reports, Semi-annual Operating Reports	Semi-Annually
Statement of Compliance	Annually
Keeping track of inactive well management	According to inactive well plan.

SECTION 3
TECHNICAL SPECIFICATIONS

LANDFILL GAS CONTROL SYSTEMS SERVICES

Preventative maintenance is to be performed in accordance with Table 2 and is considered part of the Routine Service. Table 2 is considered a guide and minimum standard for conducting routine maintenance. The successful bidder is to use its best efforts in performing routine maintenance and repairs to assure reliable, compliant operation of the LFG System. The successful bidder shall maintain reports and logs and shall submit to the County in both electronic and hard copy formats in a timely manner to assure compliance with regulatory deadlines. All data collected is the property of Miami-Dade County. Reports and data shall be submitted to the County's PM in the format, time and manner approved by the County's PM. The reports and data will generally follow the format used by the County when reporting to regulatory agencies. The successful bidder's Operator/Technician shall have an e-mail system and cellular phone for routine correspondence and communication with the County's PM and the auto-dialer alert system. The County will not reimburse the successful bidder for any cell phone or email provider charges, as they are considered part of the monthly fee.

Table 2. LFG System Maintenance Schedule

TASK SCHEDULE	WEEKLY	BI-WEEKLY	MONTHLY	BI-MONTHLY	SEMI-ANNUALLY	ANNUALLY	AS NEEDED OR SPECIFIED
CONDENSATE KNOCK OUT POT							
1- CHECK LIQUID LEVEL	Yes						
2- DRAIN KOP						Yes	
3- INSPECT DEMISTER	Yes					Yes	
AND CLEAN DEMISTER PAD						Yes	
4- RETORQUE COVER BOLTS					Yes		
PNEUMATIC HEADER VALVES & SYSTEMS							
1- CHECK SUPPLY PRESSURE	Yes						
2- CHECK VALVE PERFORMANCE					Yes		
3- CHECK SUPPLY LINES FOR LEAKAGE				Yes			
LFG BLOWERS/GAS MOVERS							
1- INSPECT FOUNDATION & CORRECTION DEFICIENCIES					Yes		
2- CHECK CONDITIONS OF ISOLATION PADS					Yes		
3- CHECK BLOWER MOTOR ALIGNMENT					Yes		
4- CHECK PIPING ALIGNMENT					Yes		
5- CHECK BEARING TEMPERATURE	Yes						
6- INSPECT FOR VIBRATION			Yes				
7- RELUBRICATE BEARINGS PER SPECIFICATION			Yes				
8- INSPECT DRIVE BELTS				Yes			
9- CLEAN VENTILATION OPENINGS OF BLOWER MOTOR							Yes
10- RELUBRICATE MOTOR BEARINGS							Yes
11- CHECK WIRE CONDENSATE FROM HOUSING				Yes			
12- DRAIN ANY CONDENSATE FROM HOUSING		Yes					
13- ROTATE BLOWERS EVERY 2000 HOURS							Yes
PIPING							
OPERATION					Yes		
2- RETORQUE ALL FLANGE CONNECTIONS					Yes		
3- CHECK ALL FLANGE GASKETS FOR LEAKAGE					Yes		
4- CHECK RUBBER EXPANSION JOINTS FOR WEAR					Yes		
5- CHECK PIPING ALIGNMENT					Yes		
6 - CHECK PRESSURE AND VACUUM	Yes						
7 - DRAIN CONDENSATE	Yes						

SECTION 3
TECHNICAL SPECIFICATIONS

LANDFILL GAS CONTROL SYSTEMS SERVICES

Table 2. LFG System Maintenance Schedule (continued)

TASK SCHEDULE	WEEKLY	BI-WEEKLY	MONTHLY	BI-MONTHLY	SEMI-ANNUALLY	ANNUALLY	AS NEEDED OR SPECIFIED
FLAME ARRESTOR							
1- CLEAN INTERNAL BANK							Yes
2- CHECK BACK PRESSURE & CLEAN BANK ASSEMBLY							Yes
PROPANE PILOT SYSTEM							
1- CHECK PROPANE SUPPLY	Yes						
2- CHECK PROPANE SUPPLY PRESSURE	Yes						
3- CLEAN PRESSURE REGULATOR VENT							Yes
4- CHECK ALL CONNECTIONS FOR LEAKS					Yes		
ENCLOSED FLARE ASSEMBLY							
1- CHECK LOUVERS FOR SMOOTH OPERATION				Yes			
2- CHECK LINKAGE CONDITION				Yes			
3- MAINTAIN OIL LEVEL IN LOUVER ACTUATOR							Yes
4- REMOVE AND CLEAN ULTRA VIOLET SCANNER				Yes	Yes		
5- CHECK UV SCANNER FOR PROPER OPERATION				Yes	Yes		
6- INSPECT IGNITER PLUG, LEAD, & CONNECTIONS						Yes	Yes
7- INSPECT CONDITIONS OF TIP					Yes	Yes	
8- INSPECT CONDITION OF INSULATION, PINS, & KEEPERS					Yes	Yes	
9- ALIGN AND RETORQUE FOUNDATION BOLTS					Yes	Yes	
10- CHECK ELECTRICAL ENCLOSURE FOR MOISTURE				Yes		Yes	
11- TIGHTEN WIRE TERMINALS						Yes	
12- TIGHTEN CONDUIT CONNECTIONS						Yes	
13- CHECK WIRE CONNECTIONS FOR CORROSION						Yes	
14- CHECK PAINT & TOUCH-UP/REPAINT							Yes
15- CHECK THERMOCOUPLE ELEMENTS					Yes		
16- CHECK PRESSURE, VACUUM & TEMP, GAUGES				Yes			
FLARE CONTROL PANEL							
1- CLEAN & MAINTAIN INSTRUMENTS PER SPECIFICATIONS					Yes		
2- REPLACE RECORDER CHART	Yes						
3- CHECK ENCLOSURE FOR MOISTURE	Yes						
4- CHECK WIRE CONNECTIONS FOR CORROSION & CONNECTION INTEGRITY							
5- CHECK PANEL LIGHT BULBS		Yes					
6- CHECK EMERGENCY SHUTDOWN		Yes					
LADDER & PLATFORM							
1- MAKE SURE LADDERS ARE ALIGNED & STRUCTURALLY SOUND				Yes			
NEEDED				Yes			
CONTROL BUILDING							
1- CHANGE AC FILTER			Yes				
2- INSPECT AND CLEAN EVAPORATOR & CONDENSER			Yes				

SECTION 3
TECHNICAL SPECIFICATIONS

LANDFILL GAS CONTROL SYSTEMS SERVICES

B. Routine Gas Monitoring Services

Perimeter Gas Probe Monitoring and Surface Gas Monitoring including any re-sampling, and reporting are considered part of the Routine Service and hence are included in the monthly service fee. Reporting shall be in a form acceptable to the regulatory agencies and the County's PM. The monitoring can occur at frequencies varying from monthly to annually, at the discretion of the County's PM. The successful bidder shall prepare all report(s) necessary to fulfill the regulatory requirements or as may be requested by the County's PM or permit requirements.

1. Perimeter Gas Probe Monitoring:

The successful bidder is to provide all services labor and equipment to perform Perimeter Gas Probe Monitoring and reporting at all landfill sites specified above, using equipment prescribed by FDEP and the United States Environmental Protection Agency (USEPA) or other regulatory agency for such monitoring. The successful bidder shall also maintain and repair perimeter probes under this solicitation.

2. Surface Gas Monitoring:

The successful bidder is to provide all services, labor and equipment to perform surface gas monitoring and reporting at the SDLF and NDLF using equipment and procedure prescribed by FDEP and USEPA for such monitoring. An episode is defined as a surface scan of the entire site at locations and frequencies defined in the regulations and performed to the satisfaction of the County's PM.

C. Call-In Work

The flares at SDLF and NDLF are equipped with an auto-dialer in the event of a malfunction and to prevent the flares from automatically restarting. Call-In Work is considered part of the Routine Service and hence is included in the monthly service fee. The successful bidder shall respond within the next business day, and shall not exceed five calendar days after being contacted by the flare's auto-dialer or by the County's PM. The successful bidder is required to mobilize to the site to diagnose and repair a problem and restart the flare 365 days of the year, including weekends and holidays. Travel time to and from the site(s) in response to a notification by the auto-dialer or County's PM is not compensable as Call-In Work. The successful bidder shall provide written notification to the County's PM of the cause, duration, and corrective action taken, including certification of no uncontrolled release of landfill gas and immediately update the Start Up/Shutdown Malfunction logs and forms within forty-eight (48) hours of responding to the notification by the flare's auto-dialer or by the County's PM.

SECTION 3
TECHNICAL SPECIFICATIONS

LANDFILL GAS CONTROL SYSTEMS SERVICES

D. Greenhouse Gas (Services)

The successful bidder shall perform the monitoring, prepare and submit, digital and hardcopy, annual reports for NDLF, SDLF, and 58th Street landfill sites, to USEPA, in their required format and in accordance with the Mandatory Greenhouse Gas (GHG) Reporting Rule, 40 Code of Federal Regulation (CFR), Part 98, Subparts A and HH. The annual reports, at a minimum, shall include the following information:

1. Annual (Greenhouse Gas) GHG emissions for all applicable source categories (40 CFR, Part 98, Subpart HH), expressed in metric tons of carbon dioxide equivalents (CO₂e).
2. If applicable, report CH₄ destruction resulting from landfill gas collection and combustion systems.
3. If applicable, report the emissions of CO₂, CH₄, and N₂O from each stationary combustion unit following the requirements of Subpart C, General Stationary Fuel Combustion Sources.
4. Calculate annual modeled CH₄ generation in accordance to the applicable requirements stipulated in 40 CFR 98.343, Calculating GHG Emissions (Equation HH-1). Provide the values used to calculate the annual modeled CH₄ generation.
5. Provide classification of the landfill as "open" (actively received waste in the reporting year) or "closed" (no longer receiving waste), the year in which the landfill first started accepting waste for disposal, the last year the landfill accepted waste (for open landfills, enter the estimated year of landfill closure), the capacity (in metric tons) of the landfill, an indication of whether leachate recirculation is used during the reporting year.
6. Method used for estimating the reporting year and historical waste disposal quantities and the range of years it is applied.
7. Surface area of the landfill containing waste (in square meters), identification of the type of cover material used (as either organic cover, clay cover, sand cover, or other soil mixtures).
8. Retain all records including the calibration records for all monitoring equipment, including the method or manufacturer's specification used for calibration.

The GHG services are considered part of the Routine Service and hence are included in the monthly service fee.

3.3 NON-ROUTINE, MISCELLANEOUS REPAIRS, REPLACEMENT AND MAINTENANCE

The landfill operating permits require continuous, compliant operation of the LFG System. These services cover those repairs or work necessary to assure a rapid return to operation of the LFG System after a failure that results from an uncontrollable event such as a lightning strike, or load settlement, which are non-periodic and infrequent repairs; or work such as the rebuilding of a flare's blower, re-drilling a well, extending a well, extending a pipe lateral or a transmission pipe header; or other miscellaneous repairs or maintenance or expansion of existing LFG system necessary for continuous compliant operation, such as installing a new well or collector, wellhead or other activities.

SECTION 3
TECHNICAL SPECIFICATIONS

LANDFILL GAS CONTROL SYSTEMS SERVICES

These services are non-routine and are not considered part of routine service outlined in Tables 1 and 2. A Price Schedule for these Non-Routine Miscellaneous Repairs, Replacement and Maintenance has been included in section 4 of the solicitation package. Proposed prices shall be inclusive of all labor, materials including evaluation, assessment, supply, and performance testing.

In situations where the successful bidder may be required to provide other related services or miscellaneous materials not specified in the Price Schedule, including equipment rental and subcontractors to fulfill the requirements stipulated herein, a formal written scope of work and price shall be developed and submitted by the successful bidder for review and approval by the County's PM. The hourly rates for these services shall not exceed those stipulated in the Price Schedule.

Reimbursement for use of company owned equipment will be considered on a case-by-case basis. The successful bidder shall provide a pricing schedule associated with this type of equipment to the County's PM and be agreed upon by the County's PM in writing, prior to use in the field. The County will not reimburse the successful bidder for any additional costs of any kind.

3.4 OPTIONAL SERVICES

Although this solicitation and resultant contract identifies specific services, it is hereby agreed and understood that optional services may be required by the successful bidder. At the County's sole discretion, the successful bidder may be required to perform any of the following optional services, which may be required to address compliance, design or construction issues as may be needed or required by regulatory agencies:

1. Attend meetings with regulatory agencies, public or county consultants and engineers.
2. Provide specific skilled personnel
3. Perform special studies or conduct special testing or monitoring

The successful bidder shall provide a formal written scope of work and pricing for review and approval by the County's Project Manager (PM). The hourly rates for these services shall not exceed those stipulated in the approved Price Schedule.

The County reserves the right to obtain price quotes for the optional services from other bidders in the event that fair and reasonable pricing is not obtained from the current contract bidder, or for other reasons at the County's discretion.

3.5 FAILURE TO COMPLY WITH PERMIT REQUIREMENTS

The successful bidder shall assure compliance to all permit conditions and regulatory requirements stipulated in the Title V Air Permits issued to the County by the State of Florida. The successful bidder shall pay for all penalties or fines imposed on the County as a consequence of the successful bidder's failure to meet any and all reporting, record keeping, documentation of system malfunctions or outages, performing timely repairs or maintenance, meeting established deadlines and any other requisites as detailed by the County's Title V Air Permits.

SECTION 4
BID SUBMITTAL FORM

Submit Bid To:
CLERK OF THE BOARD
Stephen P. Clark Center
111 NW 1st Street
17th Floor, Suite 202
Miami, Florida 33128-1983

OPENING: 2:00 P.M.
Wednesday
March 13, 2013



**PLEASE QUOTE PRICES F.O.B. DESTINATION, FREIGHT ALLOWED, LESS TAXES,
 DELIVERED IN MIAMI-DADE COUNTY, FLORIDA.**

NOTE: Miami-Dade County is exempt from all taxes (Federal, State, Local). Bid price should be less all taxes. Tax Exemption Certificate furnished upon request.

Issued
by: **MH**

ISD/PM

Date Issued:
2/13/13

This Bid Submittal Consists of
Pages **12** through **17**

Sealed bids subject to the Terms and Conditions of this Invitation to Bid and the accompanying Bid Submittal. Such other contract provisions, specifications, drawings or other data as are attached or incorporated by reference in the Bid Submittal, will be received at the office of the Clerk of the Board at the address shown above until the above stated time and date, and at that time, publicly opened for furnishing the supplies or services described in the accompanying Bid Submittal Requirement.

Title:

LANDFILL GAS CONTROL SYSTEMS, SERVICES

A Bid Deposit in the amount of **N/A** the total amount of the bid shall accompany all bids.

A Performance Bond in the amount of **N/A** the total amount of the bid will be required upon execution of the contract by the successful bidder and Miami-Dade County.

DO NOT WRITE IN THIS SPACE	
ACCEPTED _____	HIGHER THAN LOW _____
NON-RESPONSIVE _____	NON-RESPONSIBLE _____
DATE B.C.C. _____	NO BID _____
ITEM NOS. ACCEPTED _____	
COMMODITY CODE: 988-46, 430-30	
Procurement Contracting Officer: Maria Hevia, CPPB	

FIRM NAME _____

RETURN ONE ORIGINAL AND TWO COPIES OF BID SUBMITTAL PAGES AND AFFIDAVITS.

FAILURE TO SIGN THE BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID NON-RESPONSIVE.

SECTION 4
BID SUBMITTAL FOR:
LANDFILL GAS CONTROL SYSTEMS, SERVICES

FIRM NAME: _____

The bidder must furnish all labor, materials, tools, equipment, transportation, licenses and incidentals necessary to conduct routine, maintenance and monitoring services to Landfill Gas System Operations all in accordance with bid specifications (Section 3, paragraph 3.2).

Item #	Location	Monthly Fee
1.	South Dade Landfill (Tasks A, B1 & 2, C, & D)	\$
2.	North Dade Landfill (Tasks A, B1 & 2, C, & D)	\$
3.	Old South Dade Landfill (Task B1)	\$
4.	N.W. 58 th Street Landfill (Tasks B1 & D)	\$

The bidder must furnish all labor, materials, tools, equipment, transportation, licenses and incidentals necessary to conduct non-routine services, miscellaneous repair, expansion, replacement and maintenance to Landfill Gas System Operations all in accordance with bid specifications (Section 3, paragraph 3.3).

Tasks	Description	Annual Estimated Quantity	Unit	Unit Price
1.	Vertical Well Extension (PVC)	100	L.F.	
2	Vertical Well Extension (HDPE)	200	L.F.	
3	Various Sizes Expansion Joints	25	Each	
4	Perimeter Gas Well/Probe Installed (2" x 10 Ft)	2	Each	
5	10" PVC (Sch. 40) Aboveground Header	500	L.F.	
6	6" PVC (Sch. 80) Aboveground Lateral	200	L.F.	
7	3" PVC (Sch. 40) Aboveground Lateral	100	L.F.	
8	2" PVC (Sch. 40) Aboveground Lateral	100	L.F.	
9	12" HDPE (SDR 17) Aboveground Lateral	600	L.F.	
10	10" HDPE (SDR 17) Aboveground Lateral	100	L.F.	
11	8" HDPE (SDR 17) Aboveground Lateral	400	L.F.	
12	6" HDPE (SDR 17) Aboveground Lateral	400	L.F.	
13	4" HDPE (SDR 17) Aboveground Lateral	200	L.F.	
14	6" PVC (Sch. 80) Below Ground Lateral	200	L.F.	
15	3" PVC (Sch. 40) Below Ground Lateral	200	L.F.	
16	2" PVC (Sch. 40) Below Ground Lateral	200	L.F.	
17	6" HDPE (SDR 17) Below Ground Lateral	200	L.F.	
18	4" HDPE (SDR 17) Below Ground Lateral	200	L.F.	
19	Over excavation (greater than 4' below surface)	200	L.F.	
20	Gas extraction well installation	200	L.F.	
21	8" Horizontal collector installation	800	L.F.	

SECTION 4
BID SUBMITTAL FOR:
LANDFILL GAS CONTROL SYSTEMS, SERVICES

FIRM NAME: _____

The bidder must furnish all labor, materials, tools, equipment, transportation, licenses and incidentals necessary to conduct optional services to Landfill Gas System Operations all in accordance with bid specifications (Section 3, paragraph 3.4).

Item #	Estimated Hours (Annually)	Description	Hourly Rate
1.	24	Regulatory & Miscellaneous Meetings (Project Manager, Professional Engineer)	\$
2.	40	Landfill Gas Technician (Miscellaneous Tasks)	\$
3.	400	Project Foreman	\$
4.	300	Heavy Equipment Operator	\$
5.	1,000	Construction Laborer	\$

**SECTION 4
BID SUBMITTAL FOR:
LANDFILL GAS CONTROL SYSTEMS, SERVICES**

ACKNOWLEDGEMENT OF ADDENDA

INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES

PART I:

LIST BELOW THE DATES OF ISSUE FOR EACH ADDENDUM RECEIVED IN CONNECTION
WITH THIS BID

Addendum #1, Dated _____

Addendum #2, Dated _____

Addendum #3, Dated _____

Addendum #4, Dated _____

Addendum #5, Dated _____

Addendum #6, Dated _____

Addendum #7, Dated _____

Addendum #8, Dated _____

PART II:

☐ NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID

FIRM NAME: _____

AUTHORIZED SIGNATURE: _____

DATE: _____

TITLE OF OFFICER: _____



Bid Title: **LANDFILL GAS CONTROL SYSTEMS, SERVICES**

By signing this Bid Submittal Form the Bidder certifies that it satisfies all legal requirements (as an entity) to do business with the County, including all Conflict of Interest and Code of Ethics provisions in Section 2-11 of the Miami-Dade County Code. Any County employee or member of his or her immediate family seeking to contract with the County shall seek a conflict of interest opinion from the Miami-Dade County Ethics Commission prior to submittal of a Bid response or application of any type to contract with the County by the employee or his or her immediate family and file a copy of that request for opinion and any opinion or waiver from the Board of County Commissioners with the Clerk of the Board. The affected employee shall file with the Clerk of the Board a statement in a form satisfactory to the Clerk disclosing the employee's interest or the interest of his or her immediate family in the proposed contract and the nature of the intended contract at the same time as or before submitting a Bid, response, or application of any type to contract with the County. Also a copy of the request for a conflict of interest opinion from the Ethics Commission and any corresponding opinion, or any waiver issued by the Board of County Commissioners, must be submitted with the response to the solicitation.

In accordance with Sec. 2-11.1(s) of the County Code as amended, prior to conducting any lobbying **regarding this solicitation, the Bidder must file the appropriate form with the Clerk of the Board stating that a particular lobbyist is authorized to represent the Bidder.** Failure to file the appropriate form in relation to each solicitation may be considered as evidence that the Bidder is not a responsible contractor.

The Bidder confirms that this Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid for the same goods and/or services and in all respects is without collusion, and that the Bidder will accept any resultant award. Further, the undersigned acknowledges that award of a contract is contingent upon vendor registration. Failure to register as a vendor within the specified time may result in your firm not being considered for award.

Pursuant to Miami-Dade County Ordinance 94-34, any individual, corporation, partnership, joint venture or other legal entity having an officer, director, or executive who has been convicted of a felony during the past ten (10) years shall disclose this information at the time of bid or proposal submission.

☐ Place a check mark here **only** if bidder has such conviction to disclose.

By executing this proposal through a duly authorized representative, the proposer certifies that the proposer is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that the proposer is unable to provide such certification but still seeks to be considered for award of this solicitation, the proposer shall execute the proposal through a duly authorized representative and shall also initial this space: _____. In such event, the proposer shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. The proposer agrees to cooperate fully with the County in any investigation undertaken by the County to determine whether the claimed exception would be applicable. The County shall have the right to terminate any contract resulting from this solicitation for default if the proposer is found to have submitted a false certification or to have been placed on the Scrutinized Companies for Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

LOCAL PREFERENCE CERTIFICATION: For the purpose of this certification, a "local business" is a business located within the limits of Miami-Dade County (or Broward County in accordance with the Interlocal Agreement between the two counties) that conforms with the provisions of Section 1.10 of the General Terms and Conditions of this solicitation and contributes to the economic development of the community in a verifiable and measurable way. This may include, but not be limited to, the retention and expansion of employment opportunities and the support and increase to the County's tax base.

☐ Place a check mark here **only** if affirming bidder meets requirements for Local Preference. Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for Local Preference.

LOCALLY-HEADQUARTERED BUSINESS CERTIFICATION: For the purpose of this certification, a "locally-headquartered business" is a Local Business whose "principal place of business" is in Miami-Dade County, as defined in Section 1.10 of the General Terms and Conditions of this solicitation.

☐ Place a check mark here **only** if affirming bidder meets requirements for the Locally-Headquartered Preference (LHP). Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for the LHP. The address of the locally-headquartered office is _____.



LOCAL CERTIFIED SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE CERTIFICATION: A Local Certified Service-Disabled Veteran Business Enterprise is a firm that is (a) a local business pursuant to Section 2-8.5 of the Code of Miami-Dade County and (b) prior to bid submission is certified by the State of Florida Department of Management Services as a service-disabled veteran business enterprise pursuant to Section 295.187 of the Florida Statutes.

☐ Place a check mark here only if affirming bidder is a Local Certified Service-Disabled Veteran Business Enterprise. A copy of the certification must be submitted with this proposal.

COUNTY USER ACCESS PROGRAM (UAP): Joint purchase and entity revenue sharing program

For the County's information, the bidder is requested to indicate, at 'A' and 'B' below, its general interest in participating in the Joint Purchase Program of the County User Access Program (UAP) described in Section 2.21 of this contract solicitation, if that section is present in this solicitation document. Bidder participation in the Joint Purchase portion of the UAP is voluntary, and the bidder's expression of general interest at 'A' and 'B' below is for the County's information only and shall not be binding on the bidder.

- A. If awarded this County contract, would you be interest in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located within the geographical boundaries of Miami-Dade County?

Yes _____ No _____

- B. If awarded this County contract, would you be interested in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located outside the geographical boundaries of Miami-Dade County?

Yes _____ No _____

Firm Name: _____

Street Address: _____

Mailing Address (if different): _____

Telephone No.: _____ Fax No.: _____

Email Address: _____ FEIN No. __/__/__-__/_/_/_/_/_/_

Prompt Payment Terms: ____% ____ days net ____ days (Please see paragraph 1.2 H of General Terms and Conditions)

Signature: _____ (Signature of authorized agent)

***"By signing this document the bidder agrees to all Terms and Conditions of this Solicitation and the resulting Contract."**

Print Name: _____ Title: _____

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF PROPOSER TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE COUNTY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE PROPOSER TO THE TERMS OF ITS OFFER.



APPENDIX

AFFIDAVITS **FORMAL BIDS**



Contract No. : _____ Federal Employer
Identification Number (FEIN): _____

Contract Title: _____

1.	Miami-Dade County Ownership Disclosure Sec. 2-8.1 of the County Code	6.	Miami-Dade County Vendor Obligation to County Section 2-8.1 of the County Code
2.	Miami-Dade County Employment Disclosure County Ordinance No. 90-133, amending Section 2-8-1(d)(2) of the County Code	7.	Miami-Dade County Code of Business Ethics Article 1, Section 2-8.1(i) and 2-11(b)(1) of the County Code through (6) and (9) of the County Code and County Ordinance No 00-1 amending Section 2-11.1(c) of the County Code
3.	Miami-Dade County Employment Drug-free Workplace Certification Section 2-8.1.2(b) f the County Code	8.	Miami-Dade County Family Leave Article V of Chapter 11 of the County Code
4.	Miami-Dade County Disability Non-Discrimination Article 1, Section 2-8.1.5 Resolution R182-00 amending R-385-95	9.	Miami-Dade County Living Wage Section 2-8.9 of the County Code
5.	Miami-Dade County Debarment Disclosure Section 10.38 of the County Code	10.	Miami-Dade County Domestic Leave and Reporting Article 8, Section 11A-60 11A-67 of the County Code

Printed Name of Affiant	Printed Title of Affiant	Signature of Affiant
Name of Firm		Date
Address of Firm	State	Zip Code

Notary Public – State of _____ County of _____

Subscribed and sworn to (or affirmed) before me this _____ day of, _____ 20____.

by _____ He or she is personally known to me ☐ or has produced identification ☐

Type of identification produced _____

Signature of Notary Public

Serial Number

 Print or Stamp of Notary Public Expiration Date Notary Public Seal

In compliance with Miami-Dade County Ordinance 97-35, the Bidder shall submit with the bid proposal a detailed statement of its policies and procedures (use separate sheet if necessary) for awarding subcontractors in accordance with Section 1, Paragraph 1.15

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Signature

Date _____

SUBCONTRACTOR/SUPPLIER LISTING
(Miami-Dade County Code Sections 2-8.1, 2-8.8 and 10-34)

Firm Name of Prime Contractor/Respondent _____ FEIN # _____
 Project/Contract Number _____

In accordance with Sections 2-8.1, 2-8.8 and 10.34 of the Miami-Dade County Code, this form must be submitted as a condition of award by all bidders/respondents on County contracts for purchase of supplies, materials or services, including professional services which involve expenditures of \$100,000 or more, and all bidders/respondents on County or Public Health Trust construction contracts which involve expenditures of \$100,000 or more. The bidder/respondent who is awarded this bid/contract shall not change or substitute first tier subcontractors or direct suppliers or the portions of the contract work to be performed or materials to be supplied from those identified, except upon written approval of the County. The bidder/respondent should enter the word "NONE" under the appropriate heading of this form if no subcontractors or suppliers will be used on the contract.

In accordance with Ordinance No. 11-90, an entity contracting with the County shall report the race, gender and ethnic origin of the owners and employees of all first tier subcontractors/suppliers. In the event that the successful bidder demonstrates to the County prior to award that the race, gender, and ethnic information is not reasonably available at that time, the successful bidder shall be obligated to exercise diligent efforts to obtain that information and provide the same to the County not later than ten (10) days after it becomes available and, in any event, prior to final payment under the contract.
 (Please duplicate this form if additional space is needed.)

Business Name and Address of First Tier Subcontractor/ Subconsultant	Principal Owner	Scope of Work to be Performed by Subcontractor/ Subconsultant	Principal Owner (Enter the number of male and female owners by race/ethnicity)								Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)								
			Gender		Race/Ethnicity						Gender		Race/Ethnicity						
			M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Native Alaskan	Other	M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Native Alaskan	Other	
Business Name and Address of First Tier Direct Supplier	Principal Owner	Supplies/Materials/ Services to be Provided by Supplier	Principal Owner (Enter the number of male and female owners by race/ethnicity)								Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)								
			Gender		Race/Ethnicity						Gender		Race/Ethnicity						
			M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Native Alaskan	Other	M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Native Alaskan	Other	

☐ Mark here if race, gender and ethnicity information is not available and will be provided at a later date. This data may be submitted to Contracting/User department or on-line to the Small Business Development Division of the Regulatory and Economic Resources Department at <http://new.miamidade.gov/business/business-development.asp>.

I certify that the representations contained in this Subcontractor/Supplier listing are to the best of my knowledge true and accurate.

Signature of Bidder/Respondent _____

Print Name _____

Print Title _____

Date _____